

Minutes of the 2004 Annual General Meeting of the Canadian Society for Brain, Behaviour and Cognitive Science

The Meeting was held on June 14 during the Annual Meeting of the Society at Memorial University in St John's Newfoundland. Fran Wilkinson (President) chaired the meeting and Lorraine Allan (Secretary/Treasurer) was the recording secretary.

1. Approval of the minutes of the 2003 Annual General Meeting

Fran noted that the minutes of the 2003 Annual General Meeting were available on the BBCS Web site. She asked if there were any corrections. There were none and the minutes were approved as moved and seconded by Richard Tees and Pierre Jolicoeur.

2. Report from the Executive

a) Financial Report

The Financial Report was presented by Lorraine Allan and is available in Appendix A. BBCS continues to be in excellent financial health. When the report was prepared, the society balance was up by \$9652.41 compared to May 2003. The Executive is considering proposals for the future use of BBCS funds. One possibility is for the Executive to sponsor special symposia at the Annual Meeting.

Lorraine also provided membership statistics. As of June 10, there were 369 paid members (260 full and 109 associate). [Additional memberships at and since the conference bring the total to 378 (265 full and 113 associate)]. One negative trend is that 45 full members as of June 2003 had not renewed their membership by the end of the 2004 meeting. By the end of the 2003 McMaster meeting, the total membership was 420 (253 full and 167 associate). In summary, while there has been a decrease in the total, the number of full memberships is up.

b) Proposed Change to the Constitution

The Executive proposed that Section 3 of the BBCS Constitution be amended so that elections to the Executive can be conducted by email rather than at the Annual Meeting.

Section 3a (current)

Nominations for the Executive Committee shall be sought at the Annual Meeting and the membership will be encouraged to make nominations that ensure representation from the entire spectrum of research interests of CSBBCS.

Section 3c (current)

Elections, when necessary, will be held by email ballot.

The amendments were moved by Fran Wilkinson and seconded by Richard Tees. After a short discussion and a few "friendly amendments", the motion was passed with no dissenting votes. The amendments will be in effect in the winter of 2005 for the election of the 2005-2006 Executive.

Section 3a (amended)

A call for nominations will be sent out to all members by electronic mail in January. Short descriptions of nominees will be posted on the CSBBCS website prior to the election.

Section 3c (amended)

Elections will be held by email ballot in March of every year.

c) Current status of relations with CPA

Fran reminded the membership that a few years ago CPA added a seat on their Board of Directors for a BBCS delegate. This occurred at the time that CPA was holding their convention on university campuses. Also CPA was attempting to bring Canadian psychological groups together within a common organization and was planning the meeting in Winnipeg on "Organizing Psychology in Canada". Fran and Murray Singer (BBCS President-Elect) met with the CPA President and Past-President for lunch on Saturday to discuss BBCS representation on the CPA Board. CPA is no longer meeting on university campuses, and the Winnipeg Meeting did not result in a merger of individual organizations. It was mutually decided that a BBCS delegate on the CPA Board was not necessary, but that the two organizations would cooperate on issues of mutual interest.

d) New Executive Responsibilities

The Executive has decided to delegate certain functions to designated individuals. These individuals usually would be a member of the Executive, but might be seconded if the expertise is not available on the Executive. Thus far, two functions have been identified.

(i) Research Ethics

The effect of government regulations on research ethics is of concern to many of our members, and the Executive needs to be better informed.

(ii) Hebb Student Awards

The procedures used in the judging of the Hebb Student Awards has, in the past, been left to the conference organizer, resulting in considerable variability. The Executive is proposing that in the future the Hebb Student Awards programme be centralized in the Executive and delegated to a member of the Executive. The Executive has undertaken to generate guidelines for the submission and the judging of the Hebb Student Awards which will be circulated to the membership for comment. These new guidelines will be used in the 2005 competition. In the discussion, it was suggested that involvement of the audience in the judging (as at BBCS 2003 at McMaster) should be incorporated into the guidelines. There was a suggestion for separate awards for masters and doctoral students, but the consensus was that this distinction should not be made. There was also discussion about the number of awards and the consensus was that there should only be one per category (oral and poster), although there might be honourable mentions. It was felt that multiple awards would dilute the importance and uniqueness of the award.

3. Reports from NSERC

a) Paule Boulanger - Program Officer, Life Sciences Division, Research Grants

Paule presented the NSERC report as a powerpoint presentation.

Click [here](#) for the powerpoint presentation. (Click [here](#) for a "pdf" version).

Three items generated questions and comments.

(i) *Slide 21: Residual Funds*

Paule's comments about the reversion of residual grant funds to NSERC generated considerable discussion. It became clear that

“residual funds” was being used to cover a number of different categories. Paule said she would clarify her comments in correspondence with BBCS after the meeting. Her email is available in Appendix B.

(ii) *Slide 15, 18: Reallocations*

Richard Brown commented that all the Life Science Committees fared poorly in the last reallocation round. Paule noted that the reallocation plan is being evaluated and there might be changes for the next round.

(iii) *Slides 27, 28: Research Tools and Instrument Grants*

Members asked for additional statistical information, which is now available in Appendix C.

b) Allison Sekuler - Chair, GSC 12

Allison spoke briefly about the preparation of a NSERC Discovery Grant. She reminded applicants that the Committee cannot award more funds than are requested. She emphasized the importance of documenting HQP (Slides 19, 20), and suggested that investigators obtain signed permission when a student or research assistant first begins to work in the lab. She also reminded applicants of the importance of being explicit in a discovery grant application when applying for reallocation funds. Information about the outcome of the last Reallocation is available at

<http://www.nserc.ca/programs/real2000-e.htm>

c) Denys de Cantanzaro – member, Scholarships and Award Committee

Denys spoke about his experience on the this Committee, and Paule provided a statistical summary (see Slides 29, 30). A number of questions were asked and answers have been provided by Paule in an email available in Appendix C.

Vince Di Lollo, on behalf of BBCS, thanked Paule for attending the BBCS meeting. He expressed the view held by BBCS that the NSERC Discovery Grant programme is the best in the world and that our colleagues in other countries wish that their programmes were as fair and that the administrative staff were as accommodating and supportive.

4. Hebb Student Awards

Fran presented the Hebb Student Awards. Decisions about the 2004 awards were based on the assessment of a panel of judges, the student's lay statement about the importance of the research, the student's 2-3 page synopsis of the research, and a letter from the supervisor about the student's role in the project.

BEST ORAL PRESENTATION

Darryl Schneider (Vanderbilt University), "A Priming Account of Task Switching Performance in the Explicit Task-Cuing Procedure"

HONOURABLE MENTION (ORAL PRESENTATION)

Jennie Young (University of Alberta), "Homo- and Hetero-Synaptic Inhibition of Late

Phase-LTP by Prior Synaptic Activity: Metaplastic Effects on Synaptic Capture in Mouse Hippocampus CA1"

BEST POSTER

Randall Jamieson (Queens University), "An Instance Based Model of Structural Learning"

HONOURABLE MENTION (BEST POSTER)

Jennifer Corbett (UBC), "The Effects of Divided Attention on the Rapid Extraction of Numeric Meaning"

This year's prize for best paper or poster is \$100, an engraved plaque, a certificate, and a 1-year membership in BBCS. The prize for honorable mention is a 1-year membership in BBCS. Letters will be sent by the incoming BBCS President to the students, the Chair of their Departments, and other appropriate administrators.

On behalf of BBCS, Fran thanked the 2004 panel of judges for their careful adjudication of the awards. The members of the 2004 Hebb Student Awards Committee were:

Rita Anderson

Dale Corbett

Jamie Drover

Carolyn Harley

Carole Peterson

Mike Rabinowich

Darlene Skinner (Chair of the Awards Committee)

Anne Storey

Carolyn Walsh

5. Election of the 2004 - 2005 Executive

In an email call for nominations, Jamie Campbell was nominated for President-Elect and Isabelle Peretz was nominated as Member-at-Large. Fran asked for additional nominations from the floor. There were none and Jamie and Isabelle were declared elected by acclamation.

2004 - 2005 Executive

President: Murray Singer, University of Manitoba

President-Elect: Jamie Campbell, University of Saskatchewan

Past President: Frances Wilkinson, York University

Secretary-Treasurer: Lorraine Allan, McMaster University

Members-at-Large:

Janet Werker, University of British Columbia, (2002 – 2005)

Bruce Milliken, McMaster University (2003 – 2006)

Isabelle Peretz, Université de Montréal (2004 – 2007)

6. Future BBCS Meetings

The 2005 BBCS meeting will be held jointly with the Experimental Psychology Society (EPS; United Kingdom). The Executive suggested that the 2006 meeting be at the

University of Saskatchewan. Jamie Campbell has agreed to be the local organizer. After a short discussion, Richard Brown moved and Richard Tees seconded the motion that the 2006 meeting be held at the University of Saskatchewan. The motion carried with no dissenting votes. It was suggested that the 2007 meeting be at the University of Victoria, and the Executive will pursue this suggestion in the next few months.

Date	Location	Organizer	
July 14 – 17, 2005	Université de Montréal	Pierre Jolicoeur	joint with EPS
June 22-24, 2006	University of Saskatchewan	Jamie Campbell	

7. Report on the Conference

Fran reported that there were 230 registrants and 190+ presentations. She acknowledged Ian Stenhouse for his design of the logo and thanked the many student volunteers. She reminded the membership that the decision to meet at Memorial was not made until last year's Annual Meeting, and therefore the Memorial Organizing Committee had a very short lead time. She praised Virginia Grant and her Committee for their excellent conference.

Virginia Grant (Chair)
 Rita Anderson
 Dale Corbett
 Catherine Penney
 Carolyn Harley
 Carole Peterson
 Darlene Skinner

On behalf of BBCS, Fran presented Ginny with a restaurant gift certificate.

8. Other business

There was no other business and the meeting was adjourned at approximately 6:00 PM.

Appendix A: FINANCIAL STATEMENT**June 13, 2003 - June 11, 2004**

Balance 2003				67,091.
Income	dues	2003	2,870.00	
		2004	15,000.00	
		2005 -	50.00	
		Exchange	6.37	
				17,926
Expenses				
	BBCS Office			
		Admin Stipend	2,400.00	
		Postage	20.92	
		Stationary	23.28	
		Teaching Release	4,320.00	
	Hebb Awards			
		Engraving (2003)	31.02	
		Plaques (2004)	152.29	
		Student Prizes	300.00	
		Lunch	26.45	
	CCR membership		300.00	
	LOVE		350.00	
	BASICS		350.00	
				8,273.
Balance 2004				76,743
2004 - 2003				9,652.
Advance BBCS 2005			4,000.00	
				72,743

Appendix B: Paule Boulanger

During the presentation I was talking about 2 things and I think that is why everyone got confused. Here is how it goes:

Residual Funds: If someone is experiencing a slowdown or delay in their research program and consequently have built up residual funds in their Discovery Grant account, they should consider deferring their next instalment. This will provide them with an extra

year to ramp up their activities and strengthen their research program before reapplying. It may also permit NSERC to fund other researchers who might otherwise be unable to carry on their work. Deferring an instalment does not adversely affect the grantee standing with NSERC or the Grant Selection Committee charged in reviewing its discovery grant application. If you have any questions, send an e-mail to casdfinance@nserc.ca.

General Research Fund (GRF) (From the Financial Administration Guidelines): "All grants that have not been renewed or extended or that have had to be terminated, or project grants that have been completed may contain residual balances of funds allocated in prior years and/or issued in the current fiscal year. The Agency will adjust its next payment to the Institution for any current year funds not required for the purpose for which those funds were granted. The Agency will allow residual funds from prior years to be retained by the Institution under certain conditions determined by their Finance Division. The Finance Division may authorize such funds to be transferred to a General Research Fund (GRF). These special NSERC and SSHRC accounts are held in trust by the Institution president for the broad purpose of enhancing the quality of research in the natural sciences and engineering or in the social sciences and humanities."

NSERC allows your university to retain residual funds from prior years for grants that have been terminated. You won't lose any residual funds from your previous grant, even if you are awarded a new grant. For your information, the money from the GRF may be used to provide small start-up grants to new professors, bridge funding to professors who are between applications and face an emergency, provide additional funds to professors in support of their research, etc. For more information you may talk to your Research Grants Officer or your Business Officer.

Appendix C: Paule Boulanger

People wanted to compare how many FTA who got RTIs versus how many renewals who got RTIs.

Total RTI received: 54

FTAs

Applied for RTI: 18

Discovery grant and RTI funded: 9

Renewals

Applied for a RTI: 36

RTI funded: 19

Appendix D: Paule Boulanger

Questions regarding the Scholarship and Fellowship Programs

1 - What is the number of awards that can be held outside Canada?

PDF - Anyone can take their PDF outside Canada if they received their PhD in Canada.

PGS - There is no limit to the number of awards that can be held abroad. The Committee decides if the award can be taken abroad. The requests are evaluated on the basis of the justification presented in the application documentation and within the context of the Committee's own assessment of whether or not the proposed research program can be pursued at a Canadian university.

2 - Can foreign students study in Canadian universities with NSERC funding?

No. To be eligible for Scholarships and Fellowships programs, a student has to be Canadian citizen or permanent resident. Only the Visiting Fellowship in Canadian government laboratories Program accepts fellows from other countries.